

Manchester UMC Leadership Board

Minutes of the December 10, 2023 Leadership Board Meeting

Attendance - John Miller, Joy Parisien, Kim Taylor West, Dave Divjak, June an Klaveren, Cragi Looney, Mindy Brinkhorst, Kandi Karger-Robinson, Sara Beebe, Jennifer Forsythe, John Heskett, Sue Belval, Suzanne Shimkus, Rev. Andy Bryan, Rev. Andy Blacksher

Guest - John Hemple

3:00 (10 Minutes)

Call to Order

Minutes – Suzanne Shimkus

Devotional - June

Joys and Concerns

Prayer

Congregational Input (10 Minutes)

none

Approval of Nov 12 Board Meeting Minutes

Vote: Kim motion, John Miller - 2nd, unanimous approval

Appreciation for the Class of 2023

Kim Taylor-West, June Van Klaveren / Continued Service – Sara BeeBee, Joe Elstner, John Heskett

Introduction of New Board Members - Class of 2026 (10 Minutes)

Mindy Brinkhorst, Doug Christopher, Joe Elstner, Jennifer Forsythe, Kandi Karger-Robison

Department Updates - -

Lead Pastor Andy Bryan (40 Minutes)

Nominations Team Report - completed and submitted to the district

Vision / Mission Team Report - regrouping mode as the head of the group has been unable to continue. Next meeting in Jan to figure out a plan moving forward.

Generosity Team Recommendations - next meeting in Jan post Tree of Life campaign, working on a Word Cloud for the congregation

Financial - October Finance Report - financials were emailed to Board. October was a good month, received a "bump" from Tree of Life campaign - surplus for the month. However, we are "off" of where we thought we would be/budgeted for.

Cash in Reserves are at 96 days in reserve, goal is 90 days = this is up from last month

Preliminarily short of last year's November numbers

Is the budget report friendly to read? The summary report is best. Appreciate Pastor Andy walking us verbally through the report's highlights. We don't want to give Mary P. more work to provide us anything extra.

Proposed Budget for 2024 - Andy Blacksher and Mary P put a lot of work into this proposed budget. Anticipating lower revenue AND lower expenses in 2024, so proposal is less than 2023.

Raises for staff included for 2024; there were none in 2023. Goal was to get staff to the 75th percentile of similarly-sized churches nationwide. \$5,000 raise cap. 3% raise for anyone who is already at the 75% percentile.

One more clergy staff member to be assigned in July.

Facilities position built in.

AV coordinator moved outside staffing to an AV vendor. He will be paid as a contractor instead of staff person.

New insurance for staff, same benefits as clergy staff.

Increase to community ed budget for staff development and fun.

Building insurance is dropping us because building is "too old." Working on finding new company.

Utilities-40% increase, as compared to previous year

Takeaway - giving staff raises AND keeping costs down

Reviewed Prior Year Comparison and Five-Year Comparison documents

Discussed membership and attendance - about 35% of members attend service

Large portion of active members who don't give

Vote on budget: motion to approve - Kim, 2nd by Sara, 1 abstention, 8 approved

Expectations for the Rev. Dr. Jim Ozier consultation in January (Jan. 12,13,14) and Rev. Dr. Andy Stoker (Late Winter/Early Spring)

Retired pastor out of TX, full-time coach through the District

Went through itinerary, Workshop on Sat for full board and staff

Executive Pastor - - Pastor Andy Blacksher (30 minutes)

New carpet for lower level was approved in Nov, will be completed over Christmas break

New cleaning staff (contractor) will start as soon as carpet is installed, will work in the evenings in lower level mostly. Full-time custodian will clean main floor. Contracted cleaning crew will assist upstairs when preschool is off.

Staff Recruitment Report - final stages for 2, potentially 3 candidates for director of modern worship. Interviews to be held the 2nd week of January. Emily P will be interim director of Modern Worship and will be compensated for her extra time and responsibilities. Hiring timeline is about 2 weeks after acceptance of position, likely late Jan to Feb
Director of Facilities - still accepting applications and will be moving forward on interviews
Staff Culture / Core Values Development - will become part of the review process + your performance. Preliminary projected timeline shared for implementation. Staff Review page - completed by 3 staff members and 3 lay members, tbd by the staff member being reviewed and half chosen for you. Could be used to inform raises and continued employment, formative in nature in Feb and summative in nature around May.

Sale of Property at 220 Creve Coeur - sale has been officially district-approved. Open House was held last Sunday with activity and today with no viewers. Dropped price from \$383,000 to \$370,000 today.

Discussions (10 minutes)

Board Buddies - An effort to support and encourage staff – Administrative issues to be referred to the appropriate supervisor.

Continue to bond but be careful of the nature of the conversations. Use the relationship to support and encourage but direct concerning topics to supervisors.

Add to agenda for next month to discuss proposal to adjust buddies annually to get to know other staff members.

Board Members Attendance at Staff Meetings – Limited to encouragement and support – not expected to participate in discussions or influence decisions. The Board is only the Board as a joint force. Individuals hold no power. Only participate in conversations to advance a point along IF you are a member of the particular committee.

Executive Session (20 Minutes)

Motion to move to closed session - Craig, 2nd - Joy, unanimous decision

Motion to end - June, 2nd - Dave, unanimous decision to end

Closing Prayer